



U.S. Department of State

EDUCATION ALLOWANCE QUESTIONNAIRE

POST

U.S. AGENCY

The information called for in this questionnaire is required for the purpose of determining rates of education allowance, provided by section 221 (4) (A) of the Abroad Differentials and Allowances Act (PL 86-707), which may be paid to eligible civilian employees of the Federal Government stationed at posts in foreign areas. Education allowances are intended to assist such employees in minimizing financial hardship in providing for the elementary and secondary education of their children. The allowances are designed to help defray expenses at schools in foreign areas which offer an education reasonably comparable to that provided by the public school systems in the United States.

INSTRUCTIONS

Review the definitions in section 271 of the Department of State Standardized Regulations (DSSR) before filling in this questionnaire.

1. The completed questionnaire should in general reflect the educational situation at the post as it pertains to the majority of eligible U.S. Government civilian employees with school age children at the post. Posts having no eligible children shall, nevertheless, complete a questionnaire for all grades from K-12 for the benefit of personnel assigned in the future. The judgment and experience of employees and/or other Americans at the post with children of school age should be obtained prior to completing the questionnaire.
2. If schools are not based on a grade system comparable to that in the public schools in the United States, specify the approximate U.S. grade equivalents used in developing answers.
3. Report all costs in local currency, unless the school requires payment in U.S. dollars. Report the current exchange rate in block 7.
4. Provide requested information for grades K-12 of any U.S. Government-operated school or U.S. Government-sponsored school within daily commuting distance of the post. If either of these schools is clearly available to eligible children, an allowance will be based on the appropriate school. Submit a separate DS-0000 form for each school attended by mission children.
5. Furnish information even if all available schools are considered inadequate. The U.S. Department of State wishes to establish at-post allowances for the benefit of employee-parents who may elect to educate their children in a local school.
6. Do not submit information on away-from-post schools. The Department has data for setting these allowances.
7. Furnish fee statements, catalogs, and calendars for the school.

SCHOOL AT POST

(Complete all sections. Mark "N/A" in sections not applicable.)

1. TYPE OF SCHOOL ☐ U.S. Government Sponsored ☐ Public ☐ Coed ☐ Boys'
☐ Operated by DOD ☐ Private ☐ Girls'

2. NAME AND ADDRESS OF SCHOOL

3. LANGUAGE OF INSTRUCTION USED IN SCHOOL

4. GRADES INCLUDED IN CURRICULUM

5. THE NUMBER OF CHILDREN OF ELIGIBLE U.S. GOVERNMENT EMPLOYEES ATTENDING THIS SCHOOL AND THE NUMBER OF EMPLOYEES REPRESENTED BY THESE CHILDREN																
AGENCY _____				AGENCY _____				AGENCY _____				AGENCY _____				
ELEMENTARY GR. K-5	MIDDLE GR. 6-8	SECONDARY GR. 9-12	EMPLOYEES REPRESENTED	ELEMENTARY GR. K-5	MIDDLE GR. 6-8	SECONDARY GR. 9-12	EMPLOYEES REPRESENTED	ELEMENTARY GR. K-5	MIDDLE GR. 6-8	SECONDARY GR. 9-12	EMPLOYEES REPRESENTED	ELEMENTARY GR. K-5	MIDDLE GR. 6-8	SECONDARY GR. 9-12	EMPLOYEES REPRESENTED	
6. INCLUSIVE DATES OF SCHOOL YEAR BY SEMESTER OR TERM												6C. AVERAGE ANNUAL COSTS FOR BOOKS AND SUPPLIES REQUIRED BY THE SCHOOL (EXCLUDE THE COST OF BASIC SUPPLIES SUCH AS PENCILS, PAPER, RULERS, SCISSORS, & CALCULATORS, ETC.)				
6A. ANNUAL TUITION PER STUDENT FOR REQUIRED COURSES								6B. IF ANNUAL TUITION COSTS VARY BY GRADE, SPECIFY COSTS BY GRADE								
KINDERGARTEN GRADE K	ELEMENTARY GRADES 1-5	MIDDLE GRADES 6-8	SECONDARY GRADES 9-12	GR.	COST	GR.	COST	GR.	COST	GR.	COST	GR.	COST	ELEMENTARY GRADES 1-5	MIDDLE GRADES 6-8	SECONDARY GRADES 9-12
6D. ITEMIZE ALL REQUIRED FEES AND OTHER COSTS NOT REPORTED UNDER A, B, C, AND STATE IF ANNUAL OR ONE-TIME AND IF REFUNDABLE								6E. WHAT IS THE MOST COMMONLY USED MEANS OF TRANSPORTING ELIGIBLE CHILDREN TO AND FROM SCHOOL, AND THE AVERAGE ANNUAL COST, IF ANY? IF EMPLOYEES USE PRIVATE VEHICLES, BASE ESTIMATE ON ACTUAL COST OF GASOLINE USED FOR THE ROUND TRIP DAILY, PER SR 277.1F.								
ELEMENTARY & MIDDLE SCHOOL GRADES K-8				SECONDARY SCHOOL GRADES 9-12												
ITEM		FEE		ITEM		FEE		ELEMENTARY GRADES K-5		MIDDLE GRADES 6-8		SECONDARY GRADES 9-12				
METHOD USED		COST		METHOD USED		COST		METHOD USED		COST		METHOD USED		COST		
7. WHAT IS THE LOCAL EXCHANGE RATE PER U.S. DOLLAR? DO NOT CONVERT ANY COSTS TO DOLLARS, UNLESS THE SCHOOL REQUIRES PAYMENT IN U.S. DOLLARS. Exchange Rate = _____ 8. IF ALL OR ANY OF THE GRADE LEVELS FROM K-12 ARE CONSIDERED INADEQUATE, EXPLAIN IN DETAIL IN SECTION 13 BELOW OR USE ADDITIONAL SHEETS AS NECESSARY. 9. IS KINDERGARTEN A "HALF" OR "FULL" DAY PROGRAM? <input type="checkbox"/> HALF-DAY <input type="checkbox"/> FULL-DAY																
10. DOES THE TUITION REPORTED ABOVE INCLUDE THE COST OF EITHER MANDATORY OR OPTIONAL FIELD TRIPS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, REPORT ESTIMATED COSTS IN SECTION 13.																
11. PROVIDE INFORMATION ON OTHER SCHOOLS RELEVANT TO THE POST ON ADDITIONAL DS-63 FORMS.																
12. ATTACH THE APPROPRIATE FEE STATEMENT, CATALOG, AND CALENDAR TO THIS QUESTIONNAIRE.																
13. REMARKS																
14. I HEREBY CERTIFY THAT THIS FORM HAS BEEN COMPLETED IN ACCORDANCE WITH SECTION 270 OF THE STANDARDIZED REGULATIONS.																
15. DATE (mm-dd-yyyy)				16. NAME AND TITLE OF APPROVING OFFICER								17. SIGNATURE OF APPROVING OFFICER				